Solicitation Information

November 5, 2012

RFP # 7458265

TITLE: Rhode Island College – Design for Primary Electric Service Upgrades and Site Improvements

Submission Deadline: December 4, 2012 at 10:00 AM (EST)

PRE-BID/ PROPOSAL CONFERENCE: YES Date: November 16, 2012 Time: 9:00 AM
Mandatory: YES
Location: Physical Plant Building, Capital Projects Conference Room
Rhode Island College, 600 Mt. Pleasant Avenue, Providence, RI

Questions concerning this solicitation may also be e-mailed to the Division of Purchases at questions@purchasing.ri.gov . Questions must be received no later than **November 20, 2012 (EST)**. Questions should be submitted in *a Microsoft Word attachment*. Please reference the RFP# on all correspondence. Questions received, if any, will be posted on the Internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

SURETY REQUIRED: YES

BOND REQUIRED: YES

Thomas Bovis

Interdepartmental Project Manager

Vendors must register on-line at the State Purchasing Website at www.purchasing.ri.gov.

NOTE TO VENDORS:

Offers received without the entire completed four-page RIVIP Generated Bidder Certification Form attached may result in disqualification.

THIS PAGE IS NOT A BIDDER CERTIFICATION FORM

1. INTRODUCTION

1.0 GENERAL INFORMATION

The Rhode Island Department of Administration/Office, on behalf of Rhode Island College, is soliciting proposals from qualified firms to provide for Engineering Design Services, as described elsewhere herein, and in accordance with the terms of this request and the State's Governing Terms and Conditions, which is available on the State of Rhode Island Division of Purchases internet home page www.purchasing.ri.gov .

The Engineering Design Services are for the study, design and construction administration services for a project in three phases. **Phase 1** includes removal and replacement of the existing 3750 kVA step down mat and fence substation type transformer with a new step down padmount transformer (sized by this design to meet the future anticipated campus load of 6 MW) and four switchgears, removal and replacement of approximately 3200 linear feet (pole distance) of overhead 4160 volt feeder cables with new underground ductbank and 15 kv feeder cable, removal and replacement of overhead teldata cabling with new underground ductbank and cable and associated site improvements on the Main Campus of Rhode Island College. **Phase 2** includes removal and replacement of approximately 3500 linear feet (pole distance) of overhead 4160 volt feeder cable with new underground ductbank and 15 kv feeder cable, removal and replacement of overhead teldata cabling with new underground ductbank and cable and associated site improvements on the East Campus of Rhode Island College. **Phase 3** includes removal and replacement of approximately 2000 linear feet (pole distance) of overhead electrical and teldata cables with new underground ductbank and cables and associated site improvements in the grass area adjacent to College Road at Rhode Island College.

This is a Request for Proposal (RFP), not an Invitation to Bid: response will be evaluated on the basis of relative merits of the proposal, in addition to price; there will be no public opening and reading of responses received by the Office of Purchases, pursuant to this Request, other than to name those Offerors who have submitted proposals.

The RFP states the instructions for submitting proposals, the procedures and criteria by which a vendor may be selected and the contractual terms by which The State of Rhode Island intends to govern the relationship between it and the selected vendor.

1.1 Definition of Parties

Rhode Island College will henceforth be referred to as RIC or the College. Respondents to the RFP shall be referred to as Offerors. The Offeror to whom the contract is awarded shall be referred to as the Contractor.

1.1.1 Terms/Definitions

"Request for Proposal", or "RFP", refers to this document or the contents of this document. "Customer" or "State" refers to the State and/or associated State institution or agency covered under this RFP.

The terms "Vendor", "Bidder", and "Offeror" used herein all refer to the vendor submitting a response to this RFP. The terms "proposal" and "response" are synonymous.

Throughout this document the word "project" refers to the Engineering Design Services for Primary Electric Service Upgrades and Site Improvements.

1.2 Instructions and Notification to Offerors

1.2.1 General Conditions

This contract will be awarded under the State of Rhode Island Division of Purchases general conditions of purchasing which are available on the State of Rhode Island's website **http://www.purchasing.ri.gov**

Potential offerors are advised to review all sections of this RFP carefully, and to follow instructions completely, as failure to make a complete submission as described herein may result in rejection of the proposal.

Interested parties are instructed to peruse the Division of Purchases web site on a regular basis, as additional information relating to this solicitation may be released in the form of an addendum to this RFP.

1.2.2 Mandatory Pre-Proposal Conference

There will be a mandatory pre-proposal conference on November 16, 2012, at 9:00 AM, at Physical Plant Building Capital Projects Conference Room 2nd Floor, Rhode Island College, 600 Mt. Pleasant Avenue, Providence, RI. This will provide vendors with the opportunity to talk to the staff responsible for administering the project. Vendors will also be taken on a tour of the transformer area and route of overhead distribution system in order to familiarize themselves with the project.

Prospective bidders may also make written inquiries concerning this RFP to obtain clarification of requirements. See the cover page of this solicitation for instructions.

Beyond the terms and conditions expressed herein, no additional discussions regarding this solicitation with State Employees will be permitted.

1.2.3 MBE Goal

The State of Rhode Island has a goal of ten percent (10%) participation by MBE's in all State procurements. For further information, visit the website www.mbe.ri.gov. To speak with an MBE officer, call (401) 574-8253.

1.2.4 Equal Employment Opportunity

§ 28-5.1-1 Declaration of policy. – (a) Equal opportunity and affirmative action toward its achievement is the policy of all units of Rhode Island state government, including all public and quasi-public agencies, commissions, boards and authorities, and in the classified, unclassified, and non-classified services of state employment. This policy applies in all areas where the state dollar is spent, in employment, public service, grants and financial assistance, and in state licensing and regulation. For further information, contact the Rhode Island Equal Employment Opportunity Office, at 222-3090.

1.2.5 E-Verify Vendor Requirement

If you wish to seek to do business with the State of Rhode Island, you must register and utilize the E-Verify program. Please refer to www.dhs.gov/E-Verify or the Division of Purchases website at www.purchasing.ri.gov for more information.

1.2.6 No Guarantee of Services

Selection of Vendor under this RFP is not a guarantee that the Vendor will be selected to provide services during the agreement period. Vendors and services will be selected by Customer based on need, in addition to vendor qualifications, pricing, and ability.

1.2.7 Proposal Costs

All costs associated with developing or submitting a response to this solicitation, or to provide oral or written clarification of its content, shall be borne by the offeror. The State assumes no responsibility for these costs.

1.2.8 Proposal Validity

Responses are considered to be irrevocable for a period of not less than one hundred and twenty (120) days following the opening date, and may not be withdrawn, except with the express written permission of the State Purchasing Agent.

All pricing submitted will be considered to be firm and fixed unless otherwise indicated herein.

1.2.9 Foreign Corporations

In accordance with Title 7, Chapter 1.2 of the General Laws of Rhode Island, no foreign corporation, a corporation without a Rhode Island business address, shall have the right to transact business in the state until it shall have procured a Certificate of Authority to do so from the Rhode Island Secretary of State (401-222-3040). This is a requirement only of the selected vendors.

1.2.10 Right to Reject

The State reserves the **right to reject** the proposal of any vendor that fails to comply with all of the specifications and requirements contained herein. The State also reserves the right to approve or reject a vendor's participation in any portion of the requested services without rejecting the vendor's entire offer.

1.2.11 Modifications to RFP

The State reserves the right to revise, modify, supplement, or withdraw this RFP at any time. Vendors are encouraged to visit the Division of Purchases' website on a regular basis, as any additional information relating to this solicitation will be released in the form of addenda relating to this RFP.

1.2.12 Submission Materials

All materials submitted regarding this RFP will become the property of the State and will only be returned to the vendor at the State's option. Disqualification of a vendor or non-acceptance of the RFP does not eliminate this right. Bidders are advised that all materials submitted to the State for consideration in response to this Request will be considered to be public records, as defined in Title 38 Chapter 2 of the Rhode Island General Laws, without exception, and will be released for inspection immediately upon request, once an award has been made.

1.2.13 RFP Submission Compliance

Proposals which are not present in the Division of Purchases at the time of opening for any cause will be determined to be late and not considered. For the purposes of this requirement, the official time and date shall be set by the time clock in the Division of Purchases reception area.

2.0 INTRODUCTION

Rhode Island College is located on a 180-acre campus in the Mount Pleasant section of Providence. There are forty three (43) buildings on campus with a total of approximately 1.5 million square feet. The buildings include classrooms, offices, dormitories, dining, performance spaces, a library, and recreational facilities. The original campus buildings were constructed in the mid to late 1950s. In 1992, RIC took possession of ten existing buildings formerly belonging to the Department of Youth, Children, and Families. These buildings largely make up the East Campus.

The College now serves approximately 9,000 students in courses and programs both on and off campus. Approximately 1,500 students live in the dormitories. The College is open year-round, as well as evenings and weekends.

The main electric service to the Rhode Island College campus is a medium voltage (23kV) service entering from Wellesley Avenue. It is metered on the primary voltage side and then reduced to 4160 volts by a 3750 kVA step down transformer. The service is then divided into four separate 4160 volt feeders that distribute power to the campus, three of which are overhead lines on poles, one in underground ductbank and electric manholes. The existing overhead distribution poles also include telephone and data lines.

This project shall be done in three separate phases with the study and design services followed by construction administration services for each phase.

3.0 SCOPE OF WORK

3.1 The following scope items shall be considered the minimum requirements. The offeror shall include any additional scope items in their proposal that they believe will allow RIC to better meet the project objective. At the time of award, an engineering design contract will be executed between RIC and the offeror for the project.

3.2 **Study and Design Services** – Provide complete design of **Phase 1** includes removal and replacement of the existing 3750 kVA step down (23kV/4160V) mat and fence substation type transformer with a new step down padmount transformer (sized by this design to meet the future anticipated campus load of 6 MW) and four new 15kV switchgears, removal and replacement of approximately 3200 linear feet (pole distance) of overhead 4160 volt feeder cable with new underground ductbank and 15 kv feeder cable, removal and replacement of overhead teldata cabling with new underground ductbank and cable and associated site improvements on the Main Campus of Rhode Island College. **Phase 2** includes removal and replacement of approximately 3500 linear feet (pole distance) of overhead 4160 volt feeder cable with new underground ductbank and 15 kv feeder cable, removal and replacement of overhead teldata cabling with new underground ductbank and cable and associated site improvements on the East Campus of Rhode Island College. **Phase 3** includes removal and replacement of approximately 2000 linear feet (pole distance) of overhead electrical and teldata cables with new underground ductbank and cables and associated site improvements in the grass area adjacent to College Road at Rhode Island College.

3.2.1 **Metering –** Conduct metering on each of the four feeders over a minimum seven day period to determine demand on each feeder. Use supplemental information on buildings, campus plans for buildings, infrastructure study and other means to develop electricity demand projections for each feeder.

3.2.2 **Review Campus Feeder System** – Review entire campus feeder system to develop complete understanding of system, interconnections between feeders, etc.

3.2.3 **Underground Scanning for Utilities –** Offerer to engage utility scanning company to identify all existing utilities within the work area. Include

locations of located utilities on design drawings. Scan the site with ground penetrating radar and electromagnetic or sonic equipment and mark the surface of the ground where existing underground utilities are discovered. Verify elevations of existing piping, utilities and any type of underground or encased obstruction.

3.2.4 **New Survey** – This offeror shall conduct a site survey and develop a new survey and map of the existing primary electric service area, including wetlands identification. Perform test pits to determine water table level for area where underground structures will be installed.

3.2.5 **New Access Improvements to Electric Transformer Enclosure –** Design should include improvements to the site surrounding the transformer in order to allow equipment and rigger access to site, repairs to buried ground grid as needed, replenishment of stone fill, replacement of existing fence with new chain link fence and gates. Improvements shall include RIC access from Parking Lot B as well as National Grid access on north side (within RIC property).

3.2.6 **Hazardous material testing of existing equipment and materials** – Design should include existing transformer, cables, poles and associated material being replaced to be removed from the campus and disposed of according to all applicable codes and regulations. This design should include hazardous material testing of these materials to determine how they need to be disposed.

3.2.7 **Telecommunications** – All telecom cables currently overhead shall be designed to be buried in separate conduits, ductbanks and handholes. Required separations from electric feeders shall be maintained at all times.

3.2.8 **New Primary Transformer** – For the purpose of this proposal a new 3750 kVA step down (23kV/4160V) padmount transformer shall be assumed. During design a final size will be determined based on the future anticipated campus load of 6 MW. Also included are (4) 15kV swtichgears, new secondary 15kV feeder cable, underground concrete ductbank, and electric manholes. In addition, the design and construction shall be in accordance with ANSI/IEEE, NEMA, NECA and National Grid standards.

3.2.9 **Spare Transformer** – Design shall include provision for a spare primary padmount transformer to be delivered into storage at a campus location to

be determined for future/emergency use. The spare transformer shall be identical to the new primary transformer.

3.2.10 **New Feeder Route** – It is anticipated that the route for the new underground electric ductbank and feeders will generally parallel the existing overhead cable route, with the exception of C feeder which will be run behind the existing bleachers. However, this shall be reviewed during the design and alternate routings will be considered if they maintain system performance, reduce impact to campus activities, and do not result in a cost increase. Feeders shall be sized in accordance with future load projections. All underground conduits shall be concrete encased and constructed to withstand traffic loads whether installed on or off roads.

3.2.11 **Existing Pole Mounted Transformers** – All pole mounted transformers along the route of overhead feeds to be buried shall be relocated to the ground (or replaced as required) as part of this design.

3.2.12 **Temporary Electric Service During Construction Phases** – Electric service to all RIC facilities must be maintained throughout the project. Short-term shutdowns of electric supply will be permitted for making tie-ins between new and existing services. However, these must be scheduled with RIC in advance and shall be conducted in the off-hours (i.e., 3rd shift, weekends or holidays). If the design does not allow for such short term outages, a temporary electric service shall be included in the design. Temporary electric service shall be capable of supplying maximum campus electric load.

3.2.13 **Surface Restoration** – Surface restoration shall be designed as follows:

- Grassed areas – loam & seed
- Mulched/Plants/Flowers – Restore in-kind
- Concrete Sidewalks, walkways, mall area – Restore in kind. For concrete areas disturbed replace full sections of concrete.
- Bituminous Parking lots and walkways – temporary pavement for 90 days and replace with permanent full depth patch.

- Roadways – Temporary trench patch (2-inches), Replace with full depth patch after 90 days. In some cases, complete road restoration may be necessary.

3.2.14 **Design Report** – Provide a written summary report that details existing conditions, cable information, etc. and presents recommended solutions.

3.2.15 **Cost Estimate** – Provide cost estimates for each phase of work. Estimates shall include detail breakdowns of each work item.

3.2.16 **Construction Documents and Bidding** – Upon written approval from the College, prepare construction documents (plans and specifications) for bidding. Assist the College in answering questions from the construction services solicitation. Assist the College in de-scoping as many as three construction bidders.

3.2.17 Codes & Laws – The design shall conform to all applicable codes and laws, including but not limited to ANSI/IEEE, NEMA, NECA and National Grid standards. The College's insurer must also review and approve the design. Design plans must be submitted for review and approval to the Rhode Island State Building Commission.

3.2.18 Existing Data Review - Review existing campus plans and conduct detailed onsite reviews of the transformer and electric feeder routes. Review available maps and schematics of existing utilities.

3.2.19 **Draft Designs and Cost Estimates** - Submit five (5) copies of the draft design plans, specifications and cost estimates per the schedule below for review and comment.

3.2.20 Final Design and Cost Estimate - Revise draft designs and estimates in accordance with RIC comments within 15 (fifteen) days of receipt of comments and complete final design. Designs shall be approved by regulatory agencies and utilities having jurisdiction. Final design plans and specifications shall be in full conformance with the State of Rhode Island Division of Purchases requirements and shall be bid ready documents. Provide final design plan documents in AutoCAD and PDF format, as well as five (5) hard copies. The specifications and cost estimates shall be

provided in Microsoft Word and PDF, as well as five (5) hard copies. All designs shall be stamped by a Professional Electrical Engineer licensed in the State of Rhode Island.

3.3 **Construction Administration Services** – Provide construction administration services including on site construction monitoring and construction meetings, as often as needed to assure a successful project.

3.3.1 **Meeting Minutes** – Prepare for review minutes of all meetings held with the contractor, Owner's project manager and other interested parties.

3.3.2 **RFIs, ASIs and Change Orders** – Prepare, review and approve (or take other appropriate action in respect of) all requests for information, change order requests and other construction documents. Review and approve (or take other appropriate action in respect of) all shop drawings, samples and other data which is required to be submitted by the contractor in a timely manner so as not to disrupt the contractor's work flow.

3.3.3 **Onsite work** – Inspect and review all on site work and approve or reject as construction progresses.

3.3.4 **Closeout services** – Provide all closeout services, including review of contractor's submitted as-built drawings and preparation of a final CAD format as-built drawing for the College.

3.3.5 **Warrantee** – Represent the College, at no additional cost, in relation to any warrantee claims.

3.4 Meetings - Meet with representatives from Rhode Island College at outset of project to discuss details of project prior to beginning work. Summarize meeting in a memorandum. Plan for at least semi-weekly progress meetings during each design phase and weekly progress meetings during each construction phase. Meeting minutes shall be developed by the offeror for all meetings.

3.5 **Schedule –**

Due

Phase 1	
Draft Design and Cost Estimate	60 days after design award
RIC Review Comments	15 days after Draft received
Final Design	15 days after RIC Review Comments Received
Phase 2	
Draft Design and Cost Estimate	90 days after design award
RIC Review Comments	15 days after Draft received
Final Design	15 days after RIC Review Comments Received
Phase 3	
Draft Design and Cost Estimate	120 days after design award
RIC Review Comments	15 days after Draft received
Final Design	15 days after RIC Review Comments Received

4.0 QUALIFICATIONS

4.1 Offerors shall have at least 10 years of experience in the design of primary electrical transformers and high voltage feeders. It is preferable that offerors have experience working for institutions of higher education. It is preferable that offerors shall have conducted at least 3 designs of similar size and complexity in the last 5 years. Offerors shall have thorough knowledge of local and national codes.

4.2 Project manager/lead engineer to have at least 10 years' experience in primary electric service and high voltage design. Experience on college/university campuses or similar environments are preferable. Project Manager/Lead Engineer must be a Professional Electrical Engineer licensed in the State of Rhode Island.

5.0 AVAILABLE DOCUMENTS

Documents available to the Offerors are as follows:

- RIC Campus Site Plan electrical feeders dated December 1997
- RIC Primary Electric Service Upgrade Project Phasing Plan
- Campus Map (available at www.ric.edu)

6.0 PROJECT DELIVERABLES

The following is a list of end products that should result from the project:

6.1 Memorandum from initial meeting with Capital Projects Administration.

6.2 Memorandums that summarize each progress meeting

6.3 Design Report with Cost Estimate

6.4 Draft Plans and Specifications for each phase of work (5 copies)

6.5 Final Plans and Specifications for each phase of work (approved by State Building Commission, National Grid and the College's insurance provider) (5 copies)

7.0 PRE-PROPOSAL QUESTIONS AND MEETING

Pre- Proposal Conference

A **mandatory** pre-proposal conference will be held on November 16, 2012 at Rhode Island College, Physical Plant Building Capital Projects Conference Room 2nd Floor. The purpose of this conference is to answer questions and provide further clarification as may be required. Firms planning to attend this pre-proposal conference, or to get directions to the campus, visit http://www.ric.edu/aboutRIC/directions.php.

A tour of the transformer area and route of overhead distribution system will follow the pre-proposal conference.

The information discussed at this pre-proposal meeting will be released as an addendum to the RFP and posted on the Internet at www.purchasing.ri.gov

Pre-Submission Questions

Questions, in **Microsoft Word Format**, concerning this solicitation may be emailed to the Division of Purchases at questions@purchasing.ri.gov no later than the Date & Time indicated on page 1 of this solicitation. Please reference the RFP on all correspondence. Answers to questions received, if any, will be posted on the Internet as an addendum to this solicitation. It is the responsibility of all interest parties to download this information.

8.0 PROPOSAL SUBMISSION REQUIREMENTS AND FORMAT

Submission Requirements

- A completed and signed three-page RIVIP Bidder Certification Cover Form, available at www.purchasing.ri.gov.
- A summary section providing an overview of the services being proposed.

- Evidence of Qualifications as described in Section 4.0, Section 8.0 and Section 9.0. It is preferable for the Response to contain the actual text of the RFP followed by the Vendor's response to that paragraph.
- An exceptions listing, by paragraph number, of any specifications that have not been met.
- A completed and signed E-Verify W-9 (taxpayer identification number and certification.) Form is downloadable at www.purchasing.ri.gov.
- Vendor may include further sections or appendices containing drawings, planning documents, or any other supplementary information the Vendor would like to include in their response. Additional information such as marketing and sales brochures is welcome, but is in no way a substitute for the information requested above.
- Firm fixed fee and approach to establishing fee. Documents are to be signed, sealed, and separate from the technical response.

Submission Format

The deadline for submission is December 4, 2012 at 10:00 AM (EST)

Offers to provide the services covered by this Request must be received by the Division of Purchases on or before the date & time indicated on page one of this solicitation. Responses (an original plus five (5) copies) should be mailed or hand-delivered in a sealed envelope marked RFP # 7458265 Engineering Services for Primary Electrical Services Upgrade and Site Improvements - RIC

RI Dept. of Administration

Division of Purchases, 2nd floor

One Capitol Hill

Providence, RI 02908-5855

NOTE: Proposals received after the above-referenced due date and time will not be considered. Proposals misdirected to other State locations or which otherwise not presented in the Division of Purchases by the scheduled due date and time will be determined to be late and may not be considered. Proposals faxed, or emailed, to the Division of Purchases will not be considered. The "official" time clock is located in the reception area of the Division of Purchases.

In addition to the multiple hard copies of proposals required, offerors are requested to provide their proposal in electronic format (CDRom). Microsoft Word / Excel OR PDF format is preferable. ***Only 1 electronic copy is requested and it should be placed in the proposal marked "original".***

A Selection Committee will evaluate submitted proposals on the basis of the above criteria items. Consultant Teams may be invited to appear before the Committee for in-person presentations. The Committee will then make a qualifications based recommendation for final selection to the Rhode Island State Division of Purchases for final award determination.

Notwithstanding the above, the State reserves the right not to award this contract or to award on the basis of cost alone, to accept or reject any or all responses, and to award in its best interest.

Proposals found to be technically or substantially non-responsive at any point in the evaluation process will be rejected and not considered further.

Proposal submission should include (in addition to above):

8.1 Firm information – Provide name, address, phone number, primary contact person, and number of years firm has been designing electric transformers and feeders. Provide resumes of key personnel who will be assigned to the project. This should include the project manager and design engineers at a minimum.

8.2 Reference Projects – Provide a list of at least three similar projects completed in the last five years, including reference contact person and phone number, date of project and cost of project. It is preferable that at least one of these projects was completed in the State of Rhode Island.

8.3 Sub-contractor Listing – Use the attached Fee Form to provide a list of sub-contractors to be used on project and their role on the project.

8.4 Schedule – Provide a detailed proposed project schedule from date of award.

8.5 Firm Capacity - Demonstrate that firm has capacity to complete the project on schedule. Provide information on company staffing levels and current workload.

8.6 Costs – **Should Be in a Separate Sealed Envelope**, Use the attached Fee Form to provide Fee information.

9.0 EVALUATION FACTORS

In order to select the Vendor that will be awarded this RFP, the RFP responses will be evaluated in the following manner.

The College will convene a Selection Committee that will score each response. The response will be scored in the following categories, in which each category is given a weight factor expressed in a percentage of the total. The College, at its option, may interview one or more offerors in order to make a final selection. The evaluation categories are:

- **Experience and expertise in performing design of primary electric service transformers and feeders (50 points)**

The offeror shall demonstrate expertise in the design of primary electric service transformers and feeders and other appropriate disciplines. Knowledge of all local and national electrical codes is mandatory. Describe how the project will be managed and include the names and resumes of all key personnel who would work on project.

Offerors should have at least 10 years of experience in the design of primary electric service transformers and high voltage feeders. It is preferable that offerors have experience working for institutions of higher education. It is preferable that offerors shall have conducted at least 3 designs of similar size and complexity in the last 5 years.

- **Responsiveness to RFP (20 points)**

  Proposal should include everything that is required by this Request for Proposal.

- **Fees (30 points) Only Firms Receiving a Minimum Score of 45 Points in the above technical scoring will be considered for fee evaluation. The formula for fee consideration will lowest cost/ cost X (30 points)**

  The fee will be evaluated along with the above items as a factor in selection. This project is structured as a lump sum fixed fee with an allowance for reimbursables. Reimbursables shall be limited to the direct cost plus 4%and shall not include copies of materials made for the use of the Engineer or their sub-contractors and consultants.

10.0 SELECTION PROCESS

The Selection Committee will evaluate and score all proposals, using the criteria described above. The scoring will be used to develop a short-list of firms for an interview. RIC may interview 1-3 firms in order to make the final selection.

Notwithstanding the above, the State reserves the right not to award this contract or to award on the basis of cost alone, to accept or reject any or all responses, and to award in its best interest.

Fee Form

Page 1

Phase 1	
Allowance for Reimbursables	$
Design Services Fixed Lump Sum Fee	$
Construction Administration Services Fixed Lump Sum Fee	$
TOTAL	$
Phase 2	
Allowance for Reimbursables	$
Design Services Fixed Lump Sum Fee	$
Construction Administration Services Fixed Lump Sum Fee	$
TOTAL	$
Phase 3	
Allowance for Reimbursables	$
Design Services Fixed Lump Sum Fee	$
Construction Administration Services Fixed Lump Sum Fee	$
TOTAL	$

Note: Fees should be provided in numbers (i.e. $100.00) and writing (i.e. one hundred dollars and zero cents).

Fee Form

Page 2

Listing of Proposed Subcontractors

Company	Type of Work To Be Completed (i.e. role on project)	Approximate % of Total Fee

Company:

_____

Name of Representative (typed or printed):

_____

Signature of Representative Date

_____